**Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**MLA Documentation Practice Worksheet**

Using the information below, write correct parenthetical citations/documentations for each example in the parenthesis provided.

Example of a works cited page:

Donaldson, Sam. *Bantering on Watergate*. New York: Penguin Books, 1985.

Jennings, Peter. Pushing the Limits of Political Journalism. Washington: Greater Politics Press, 1994.

Smith, Charles*. I Love Politics: A Guide to Discerning Reality*. Chicago: Penn Press, 2001.

Xavier, Jason and Thomas Yater. *Political Guide to the United States*. New York: Ballantine, 2004.

Xavier, Jason. *Somewhere in the Political Realm*. New York: Ballantine, 2002.

Questions:

1.) "He spoke to us in German and then left us behind" ( ).

--from Donaldson's *Bantering on Watergate*, page 45

2.) "I never thought of myself as proud", says Jennings in his book *Pushing the Limits of Political Journalism* ( ).

--This source was located on page 107.

3.) "Politics is such an interesting field" ( ).

--From Charles Smith's book, page 451.

4.) "Enraged is how he felt after the episode" ( ).

--From Jason Xavier's book *Somewhere in the Political Realm*, page 233.

5.) In *Political Guide to the United States*, Xavier and Yater explore the idea that the U.S. is changing politically ( ).

--From page 544 of this book.

**Plagiarism Worksheet**

**Plagiarism** defined: any use of someone else’s words or ideas without explicit and complete documentation and acknowledgement.

*Deliberate Plagiarism*:

1) Buying another person’s work or soliciting another to do work for you.

2) Misrepresenting sources: concocting information or finding information in one source and attributing it to another. Also, citing sources which have not been consulted is considered deliberate plagiarism.

3) Passing off the work of other writers as your own—entire articles, paragraphs, sentences, phrases, and even ideas.

**An act of deliberate plagiarism for any work in this course will result in a assignment grade of F and a zero will be recorded.**

*Incorrect Attribution of Sources (Non-deliberate plagiarism):*

1) Distinctions between quoting and paraphrasing

2) Use appropriate citation marks (quotation marks surrounding directly quoted materials, correct author’s name and page numbers for parenthetical citation).

*Other Forms of Plagiarism:*

1) Submitting a paper written for another class or for another assignment.

2) Allowing a friend or tutor to add text to your paper (Feedback from colleagues

is encouraged, but all words in the paper should ultimately be your own).

**Non-deliberate acts of plagiarism may also result in receiving a grade of “zero” for the particular assignment.**

*Distinctions between Quotation, Paraphrase, and Summary:*

**Quotation**: an exact duplication of the author’s words as they appear in original source.

**Paraphrase**: a restatement of the author’s words in your own words.

**Summary**: a brief condensation of the main point of the original source.

**Quick Guidelines for Avoiding Plagiarism**

 Place all quoted material in quotation marks.

 Identify sources from which you paraphrase or summarize.

 Give credit for the creative ideas you borrow from a source, including particular uses of anecdotes or examples.

 When paraphrasing and summarizing, replace the structure of the passage and the language with your own.

 Acknowledge borrowed organization—use of same subtopics or same point-by- point analysis.

**Plagiarism Quiz**

6) When you use the work of another writer, you must provide documentation in all of the following cases EXCEPT when

a) You replicate the exact words of the author, within quotation marks

b) You use the exact ideas of the writer but change the wording

c) You write your thoughts or reflections after reading the author’s text

d) You use the writer’s organizational plan or examples

7) Circle the number for each of the following acts that ***do*** constitute plagiarism.

Do not mark those items that are legal acts.

a) Meeting with another English teacher for a consultation

b) Using the exact words of another writer, within quotation marks and with a parenthetical citation

c) Submitting a paper turned in for another class

d) Allowing classmates in your peer review group to comment on your paper

e) Allowing a tutor or friend to edit your paper

**Identify the forms of citation used for the following passage:**

Passage:

Man is born free, and everywhere he is in chains. Many a man believes himself to be the master of others who is no less than they, a slave. How did this change take place? I do not know. What can make it legitimate? To this question I hope to be able to furnish an answer.

8. In an essay examining the relationship of humanity and society, Rousseau asserts that “man is born free, and everywhere he is in chains” (Rousseau 57).

a) Paraphrase b) Quotation c) Summary

9. Rousseau suggests that, although they come into the world uninhibited, human beings find themselves universally oppressed. (Rousseau 57)

a) Paraphrase b) Quotation c) Summary

10. In his essay, “The Origin of Civil Society,” Rousseau questions his observations of humanity, which indicate that a person’s free nature and his or her actual social status are in conflict.

a) Paraphrase b) Quotation c) Summary

Use the following excerpt of a paper to answer the questions below:

According to Edna Flatbush’s study (125) Sally Embelism was a famous tongue surgeon of the Oompa Loompa tribe of Central Snozangle. She is often compared with the famous tooth extractor, Barry Yeek, and the famous nose hair specialist, Robby Greenly (128). Dr. William Sneezer, however, concludes that, “This is an unjust comparison” (126) and defends Embelism’s right to be evaluated separately (176). Sneezer argues, “We have only just begun to understand (Embelism’s) effect on the science of tooth pain and the causal effect of the gum’s recession on the tongue” (125).

Embelism began her illustrious career as a dental hygienist under Barry Yeek in her mid twenties (Barton 87). She, “…detested working under the filthy conditions of his office…and eventually left his employment” (Carter 28). From there, Embelism wandered searching for a new purpose in her life until she met Tongue Barb Pete on the Board Walk at Atlantic City where the two met and fell in love (Boom 30). Their “…love was short lived, however, due to Pete’s habit drinking two bottles of whiskey right before the show then gulping fireballs for the crowds” (37). “It was an accident waiting to happen according to all of the couples’ friends” (Flatbush 56).

11. Why does the parenthetical reference in line 1 include only the page number?

12. Why is there a parenthetical reference with a page number in the middle of the material in line 5?

13. Why are there brackets ( ) in the quotation in line 6?

14. Why are there ellipses “…” in line 12?

15. Who wrote the words, "…love was short lived, however, due to Pete’s habit drinking two bottles of whiskey right before the show then swallowing fire in his show”?

16. Rewrite the last sentence to make the citation of (56) appropriate.

17. List all of the author’s used as references in this paper.

18. Why is Sneezer a good source to quote?

19. Which if the following can not be listed as a source on the works cited page for this paper?

A. Flatbush, Edna. The Tantalizing Tongue. New York: Brewster and Company, 1987

B. Barton, Charles. Tongue Doctors of the West. Brooklyn: Compton and Jones, 1992

C. Craig, Samuel. Lipstick, Lollipops, and Death. England: Beckins, 1995

D. Boom, Humphrey. Where the Tastebuds Grow: a Look at Amazing Surgeons. New Zealand, 1979

20. For the following bibliography create a parenthetical reference from a quote on page 16

Rugged, Bart, and Alex, Ralph, eds. Tongue Diseases and other Wild Stories from the Doctor’s Office. Georgia: University Press, 1988

( )